

## **John M. Scott Health Care Commission March 23, 2022 Meeting Minutes**

Meeting Details: March 23rd, 2022 via Zoom

### Attendance

Commissioners Present: Karen Schmidt, Karen Stipp, Colton Sylvester, Kyana Wilkinson, Judy Neubrandner, Feli Sebastian, Elaine Hardy, and Brad Secord.

Commissioners Absent: Adam Houghton, Catharine Crockett, and Angela Chasensky.

Staff: William Bessler (Staff Administrator) and Genevieve Rappold (Illinois State University Stevenson Fellow with the City of Bloomington).

### Call to Order

Presiding Officer Karen Schmidt called the meeting to order at 6:33PM CST and requested a roll call of Commissioners present. Staff Administrator Bessler called the role. Quorum present.

### Consent Agenda

Commissioner Sylvester motioned to approve the consent agenda. Commissioner Sebastian seconded the motion. Ayes: Schmidt, Stipp, Sylvester, Wilkinson, Neubrandner, and Sebastian. Nays: None. Motion carries.

### Action Items

*Approval of FY2023 Draft Grant Agreements:* Mr. Bessler stated that grant agreements will be sent out later that week, assuming the Commission approves the Agreements. The organization will sign the agreement, send it back to the City for Mayor Mwilambwe to sign, and then invoices can be created. Mr. Bessler stated that these agreements include the changes discussed at the last meeting and also include individualized scopes of work for the organization.

Commissioner Secord motioned to approve the FY2023 Draft Grant Agreements. Commissioner Sebastian seconded the motion. Ayes: Schmidt, Stipp, Sylvester, Wilkinson, Neubrandner, Sebastian, and Secord. Nays: None. Motion carries.

### Discussion Items

*By-Law Updates:* Mr. Bessler stated that he has reached out to the Commission's lawyer to make sure they are comfortable with the changes. The changes are related to meeting procedures. Mr. Bessler stated that he also had a discussion the previous week with Commissioner Secord about a

change they had previously discussed making to the By-Laws. Those changes will be added before the next meeting if needed. Mr. Bessler stated that more changes will be made to the policies and procedures for Committees at the start of the new fiscal year.

*Year-to-Date Budget for Fiscal Year 2022:* Mr. Bessler stated that the Commission is currently slightly under budget for FY2022. Mr. Bessler stated that staff invoices are slightly behind in terms of recording with the City's Finance Department. Commissioner Schmidt asked about the funding set aside for Category III. Mr. Bessler stated that \$50,000 is currently set aside for Category III, and \$1000 will be provided to Home Sweet Home Ministries, which has received Council approval. Commissioner Schmidt stated that the Grants Committee has been discussing updates to Category III. Mr. Bessler stated that the process to approve staff invoices at the next meeting will be slightly different as it is the end of the City's fiscal year.

*Commission Membership Update:* Commissioner Schmidt stated that Commissioner Sylvester will not be continuing on the Commission. She asked Commissioner Sylvester if he has found anyone with dental health expertise to join the Commission in his place. Commissioner Sylvester stated that he has reached out to Dr. Allison Beehner, who is the current Vice President of the Dental Society. She will be putting that information out to the membership of the Dental Society soon. Commissioner Schmidt asked if there was any precedent or preference that the dental health expert be a dentist, as opposed to other types of dental health practitioners. Commissioner Schmidt asked if there were any other updates to the Commission membership and about the timeline for these updates. Mr. Bessler stated that staff has been in touch with Commissioners whose terms are expiring this year. The application to re-apply is posted but no applications have been submitted yet. Applications will be seen by the Executive Committee at their next meeting in April.

#### Discussion of Non-Agenda Items

Commissioner Schmidt asked if there was any feedback from the feedback documents that were provided to the FY2023 grant applicants. Mr. Bessler stated that most of the comments were positive. He stated that one organization questioned that scoring process.

Mr. Bessler stated that the By-laws require that the Staff Administrator be evaluated by the Commissioner Chairperson and the Executive Committee. Mr. Bessler stated that he will be putting together an evaluation form and asked if all members of the Commission would complete it if they have the time. Mr. Bessler stated that he will be getting the evaluation form out by this week and would like any evaluations to be completed by the first full week of April.

Commissioner Hardy asked if changes should be made to the evaluation process in the By-Laws, since they are already under review for revisions.

### Adjournment

With no further discussion, Commissioner Schmidt asked for a motion to adjourn the meeting. Commissioner Stipp motioned to adjourn the meeting. Commissioner Hardy seconded the motion. Ayes: Schmidt, Stipp, Sylvester, Wilkinson, Neubrandner, Sebastian, and Secord. Nays: None. Motion carries.

Meeting adjourned at 6:59PM CST.